

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FULL BOARD OF DIRECTORS
THURSDAY, MARCH 17, 2016**

**Skyline Hospital
211 Skyline Drive, White Salmon, WA**

4:00 P.M.

AGENDA

<u>Topic</u>	<u>Estimated Time</u>	<u>Item</u>
Call to Order/Introductions	5 minutes	Information
Loan Client Profile: Ground Coffee, LLC	5 minutes	Information
Consent Agenda	5 minutes	Approval
February 2016 Minutes		
Appointment of Budget Committee/Officer		
Budget process Approval		
PNMP appointment		
Financial Report (<i>Yellow Encl.</i>)	10 minutes	Information
Regional Project Priorities (<i>White Encl.</i>)	25 minutes	Decision
Comprehensive Economic Development Strategy <i>Resolution 2016-2, CEDS Adoption</i>	20 minutes	Decision
Local Dues (<i>Lavender Encl.</i>)	5 minutes	Approval
Executive Director Report (<i>Lavender Encl.</i>)	10 minutes	Discussion
Regional Updates- <i>MCEDD Board members</i>	20 minutes	Discussion
Executive Committee Report (<i>Blue Encl.</i>)	5 minutes	Information
Loan Committee Report (<i>Green Encl.</i>)	5 minutes	Information
<i>Executive Session per ORS 192.660 (f) (Exempt Documents)</i> <i>Regular Session Reconvened</i>		
Project Manager Reports (<i>Salmon Encl.</i>)	10 minutes	Information
New Business	10 minutes	Discussion
Adjournment		

Accessibility: The meeting location is accessible to persons with disabilities. If you have a disability that requires any special materials, services or assistance, please contact us at least 48 hours before the meeting.

Public Comment: Individuals wishing to address the Board on items not already listed on the Agenda may do so in an orderly fashion throughout the meeting. Please wait for the current topic

to conclude and raise your hand to be recognized by the Chair for direction. Speakers are asked to give their name and address and to limit comments to three minutes unless extended by the Chair.

Agenda Times: Times on the agenda are approximate. The Chair reserves the opportunity to change the order and time of agenda items if unforeseen circumstances arise.

Consent Agenda: Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board to spend its time and energy on the important items and issues. Any Board member may request an item be “pulled” from the Consent Agenda and be considered separately. Items pulled from the Consent Agenda will be placed on the Agenda following the end of the action items.



Ground Coffee, LLC obtained a \$45,000 MCEDD loan in July 2008 to help Carin Agren purchase Ground, a coffee shop café in Hood River, Oregon. Ground roasts its own coffee, on location, daily and has a wide assortment of menu items for breakfast and lunch. In June 2015, Ground Coffee, LLC received another MCEDD loan in the amount of \$125,000 to help Carin and her partner, Mike Van Sisseren purchase **Doppio Coffee**, a well-established coffee shop restaurant located in prime building and location at 310 Oak Street in Hood River. Although this similar coffee business is located just a few blocks up Oak Street from Ground, it has a different clientele, atmosphere and market. With 11 full time equivalency employment level, Doppio Coffee is a larger operation than Ground and is located more in the center of downtown Hood River.

While Ground and Doppio Coffee are two separate and distinct businesses, Mike and Carin spend time at both businesses and have found some economies of scale in purchasing, marketing and labor. They are enjoying having both businesses and appreciate the assistance through MCEDD's loan program.

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
BOARD OF DIRECTORS MEETING
THURSDAY, FEBRUARY 11, 2016

BOARD MEMBERS: Ken Bailey, Jan Brending, Tonya Brumley, Joeinne Caldwell, Nick Hogan, Mary Kramer, Steve Lawrence, Gabriel Muro, Dana Peck, Eric Proffitt, Bill Schmitt, and Mark Zanmiller

STAFF: Amanda Hoey (Executive Director), Sherry Wickert (Finance Manager), Eric Nerdin (Loan Fund Manager), Carrie Pipinich (Project Manager), Jacque Schei (Project Manager), Michele Spatz (Project Manager), Jessica Metta (Project Manager), Mark Heystek (RARE) and Sherry Bohn (Office Administrator)

GUESTS: Connie Shaw (Oregon Brineworks), Rick Leibowitz (SBDC)

CALL TO ORDER/INTRODUCTIONS:

Jan Brending called the meeting to order at 4:01 p.m. A quorum was present. A round table of introductions took place.

LOAN CLIENT HIGHLIGHT:

Jan Brending introduced Connie Shaw from Oregon Brineworks. Connie explained that Oregon Brineworks is a MCEDD loan client and the process by which they created their business and their product line. She also explained their financial success, obstacles and future goals.

CONSENT AGENDA:

Approval of December 10, 2015 MCEDD Minutes
Approval of PNMP Charter

Motion to approve the consent agenda made by Ken Bailey. Eric Proffitt seconded the motion. Motion carried unanimously.

FINANCIAL REPORT:

Sherry Wickert presented the finance report for the period ending December 2015, reporting that MCEDD's balance sheet indicates differences from the prior year in both Assets and Liabilities. Loan fund cash, other than Housing RLF funds, is below last year's cash balance. Sherry reported that the current liability for Accounts Payable includes bills that were encumbered and were paid in January.

Sherry reported that October's Operations Budget vs. Actual report reflects variances in both Revenue and Expenses. She noted that for revenue, Federal and State income are below projections due to the timing of billings for several projects. She also noted that Contract Reimbursement is below budget due to billings associated with contracts that are tied to points of completion, which have not occurred and that loan fund revenue continues to be under budget, due to no lending of the Housing RLF funds and factors that have affected the other loan programs. Sherry reported that one factor is the early-unanticipated loan payoffs, which have decreased the amount of interest earned. The second factor Sherry noted is budget allocation of interest and processing fees, which are allocated equally throughout the year. She noted that this allocation method creates a variance

between when loans are actually made and when they were projected. Sherry reported that Travel expenses are under budget due the timing of expenditures. Supplies are above budget due to purchases for Gorge Robotics program, which were higher than anticipated and that Professional Services for contractual expenses are under budget because of the timing of expenses.

Motion to accept the financials as presented was made by Nick Hogan. Bill Schmitt seconded the motion. Motion carried unanimously.

ANNUAL BOARD FORMS

Amanda Hoey explained the purpose of the annual Board Commitment and Conflict of Interest forms and requested board members complete and return them.

Discussion: Steve Lawrence asked why the board does not meet in Wasco County. Amanda noted that the Board meetings used to rotate between all counties but in the last review, the board made the decision to rotate meetings between Hood River and Bingen/White Salmon. Jan Brending noted that it helps with travel and provides consistency in meeting space. Ken Bailey noted that the decision was also made to ensure better quorum.

SALARY SURVEY

Jan Brending reported that at the last board meeting, MCEDD's Executive Committee provided a recommended modification to employee salary scales, based on review of comparables and considering a number of factors and best practices. The Committee recommended revisions to the Executive Director and Project Manager pay scale. The MCEDD Board reviewed the recommendation and returned the topic to the Executive Committee for further discussion. Jan noted that while there was no disagreement related to the proposed scales, there was discussion as to which step current employees should move to in the proposed modification.

Jan stated that the Executive Committee recommends adoption of the salary scales, with the revision that employees in a position affected by revised pay scales would be placed in the step nearest their current salary level (without dropping below their current pay rate) however they would be eligible for consideration of a step increase on July 1, regardless of the timing of their usual consideration for a step increase.

Motion to revise the salary scales as recommended by the Executive Committee was made by Steve Lawrence. Nick Hogan seconded the motion. Motion carried unanimously.

Discussion: Mark Zanmiller asked if this decision impacted the current fiscal year. Amanda Hoey explained that it did not. Nick Hogan thanked the Executive Committee for revisiting the topic.

SUPPLEMENTAL BUDGET:

Amanda Hoey explained that, as a result of unanticipated changes in MCEDD's revenue and expenditures, a supplemental budget for FY16 is required. She noted that these include additional expected principal payoffs from our loan clients, unforeseen projects, and modifications to existing projects that were not included in FY16's budget.

Amanda reported that the following revenue categories are proposed to be increased to account for the changes:

- Federal, State and Match: Additional revenue in these categories includes the modified Hood River Drive Less Connect contract and Travel Oregon funds granted to MCEDD to support the Columbia Gorge Winegrowers, as well as the local match for these grants.
- Contract Reimbursement: Includes new anticipated projects and contracts, notably new and expanded services for Community Development Block Grant projects, the Columbia Gorge Bi-State Renewable Energy Zone, transportation projects, the Gorge Technology Alliance Robotics program and the Wind Challenge.
- Principal repayments: Early loan payoffs impact the principal repayment balance, requiring a significant modification to the anticipated revenue. The supplemental incorporates all repayments that have been indicated by clients as potential for early loan repayment, in addition to regular payments.
- Other revenue: Includes additional revenue due to unforeseen reimbursements.
- In-kind: The modification to in-kind is required due to the transfer of intellectual property from Meyer Memorial Trust to MCEDD for the Agora project. The Intellectual Property has an in-kind value exceeding \$20,000.

Amanda reported the following expenses were included to offset the increased revenue:

- Personnel Costs: Additional FTE has been added to fulfill the change in scope of work for new projects. MCEDD's current budgeted staff will be utilized for all other unanticipated projects.
- Materials/Services: Anticipated expenses for the new projects include costs for materials and services associated with implementing these projects. In particular, contractual expenses increase with a large portion of that due to the continuation of the Government Affairs Specialist work. It also includes in-kind.
- Revolving Loan Fund: The expense for revolving loan fund incorporates the additional carry forward funds, which is the result of unexpected principal payoffs.
- Carryover restricted: The carryover reflects additional carryover restricted for programs as a result of new contracts.
- Carryover unrestricted: The unrestricted carryover increases in direct relation to the "Other" revenue.

Discussion: Jan Brending asked how much change requires a supplemental budget. Amanda Hoey and Sherry Wicket explained the requirements. Eric Proffitt asked if there was a chance of a need for another supplemental. Amanda stated that it was not anticipated at this time, but could be needed if there are unanticipated circumstances in the next few months, such as unexpected loan payoffs.

Motion to adopt Resolution 2016-1 Adopting the FY16 (July 1, 2015 – June 30, 2016) Supplemental Budget was made by Eric Proffitt. Bill Schmitt seconded the motion. Motion carried unanimously.

CONNECT MID-COLUMBIA:

Amanda Hoey reported that in September the MCEDD Board approved a process to bring together individuals and entities in the region in order to enhance a coordinated approach to regional transportation issues and opportunities. The process was designated as “Connect Mid-Columbia.” She noted that with an established regional framework through the Comprehensive Economic Development Strategy to coordinate on issues of regional economic concern, staff proposed using the Strategy as a starting point to work within an existing structure to convene regional conversations in order to:

- Inventory and prioritize transportation project needs and regional issues;
- Develop regional consensus and provide a mechanism to jointly advocate for regional priorities;
- Provide a space to inform and educate about projects, funding options and upcoming issues;
- Enhance the regional Comprehensive Economic Development Strategy as a tool to promote high priority transportation projects or issues to state/federal funders

Amanda reported that MCEDD staff met with representatives from the Washington and Oregon DOTs and the SW Washington RTC to ensure collective understanding of the purpose of Connect Mid-Columbia and secure commitment from their staff to identify plans and projects already underway and participate in Connect Mid-Columbia meetings.

Amanda reported that there were a number of themes from the January meeting. First, there is a long history of collaboration within and between Oregon and Washington, particularly in relation to transportation issues. However, she noted that having the region clarify its regional transportation priorities, working from established lists, would provide additional value. Amanda did note that the statements appear to validate the purpose of engaging in this process. Second, Amanda reported that MCEDD has a mechanism in place to coordinate the effort and there is a desire for ongoing communication through Connect Mid-Columbia. Third, she noted that the discussion on transportation (like economic development) can broaden quickly and a focus- differentiating between infrastructure projects, transit projects, and policy issues- is important. Finally, Amanda reported that there are some immediate actions that can be taken in relation to projects under consideration. She also noted that during and subsequent to the meeting, the issue of the National Scenic Area arises, particularly in relation to incorporating projects and issues outside of MCEDD’s five counties.

Amanda reported that the September to January meetings were the first step in an iterative, long term process. She noted that MCEDD has an opportunity to build from this solid foundation and partnership through additional Connect Mid-Columbia forums, thereby providing a venue to continue to collaborate on projects and issues in order to make progress in meeting the purpose described above.

Amanda recommended the establishment of an informal workgroup for continuation of the Connect Mid-Columbia process, to inform the region and MCEDD board. Meetings would rotate on a quarterly basis around the region and request local host support.

Discussion: Jan Brending stated that she had attended the meeting and thought it was a great opportunity for collaboration. She stated that she thought that MCEDD brings a

regional coordination mechanism to transportation conversations. Steve Lawrence asked how this fits into Business Oregon and ODOT activities. Amanda Hoey explained that there are number of activities going on in transportation and Connect Mid-Columbia provides a cohesive, bi-state regional coordinating mechanism. Jan Brending stated that this is a communication process. Joenne Caldwell noted the FAST ACT and NSA as well as the Region I Area Commission on Transportation and stated that the state of Oregon is trying to set its priorities. Jan Brending clarified that there is no money specifically allocated by the FAST ACT to the National Scenic area. She reported that there is money allocated to the FAST ACT generally and stated that it was important for the region to coordinate on issues of regional economic concern and develop regional consensus and provide a mechanism to jointly advocate for regional priorities.

Motion made by Tonya Brumley to establish an informal workgroup for the Connect Mid-Columbia process, to inform the region and MCEDD board, as recommended by staff. Joenne Caldwell seconded the motion. Motion passed with one abstention - Steve Lawrence.

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY, TRANSPORTATION:

Amanda Hoey reported that the Economic Development Administration directs MCEDD to submit a Comprehensive Economic Development Strategy (CEDS). Annually, the MCEDD Board, acting as the CEDS Strategy Committee, updates and adopts the Mid-Columbia CEDS.

Amanda requested that the MCEDD Board discuss the proposed modifications specific to the transportation elements of the plan. She noted that the approved revisions will be incorporated into the updated plan which will be presented to the Board in March.

Discussion: Mark Zanmiller asked if the local airports are more than just recreational airports. Amanda Hoey discussed the growth at the Columbia Gorge Regional airport and recent investments supported by the Board. Jan Brending noted the proposed modification to the Challenges section, including that fleshing out the policy areas would be scheduled for discussion in the 2017 CEDS. Tonya Brumley asked about the location of the Cascade Locks Airport. Joenne Caldwell explained and noted conversations about the future of the airport.

Motion to approve the proposed modifications to transportation section of the Comprehensive Economic Development Strategy was made by Bill Schmitt. Eric Proffitt seconded the motion. Motion carried unanimously.

EXECUTIVE DIRECTOR REPORT:

Amanda Hoey reported that the MCEDD Loan Administration board approved a \$65,000 loan to Baseline Brewing to purchase building and equipment to expand the brewery business, a \$175,000 loan to Abundance Marketing & Design dba Balch Hotel to purchase the hotel and a \$30,000 loan to A & R Market, Inc. dba Maupin Market to provide working capital. She also reported that MCEDD, in coordination with North Central Oregon Regional Solutions, is conducting a review of the Attainable Housing RLF. She noted that the fund has particular funding parameters placed in contract with MCEDD by Business Oregon, and that they are analyzing options for revisions.

Amanda reported that in partnership with the CGCC Small Business Development Center, Gorge Innoventure and Gorge Owned, MCEDD submitted an application to Business Oregon in response to their solicitation for Rural Entrepreneurship Development Capacity Building grants. Amanda noted the grant was not received, but the project partners expressed their appreciation for an opportunity to further collaborate.

Amanda reported that the Parkdale Sanitary District project, which was approved for inclusion on the CEDS at the last board meeting, is moving through USDA review and looking good thus far. The CEDS has been updated to reflect the new priority ranking. She noted that this project showcases an optimal utilization of our regional strategy to secure resources for the region and move projects forward.

Amanda reported that Broadband/Last Mile Fiber continues to make strides with an MOU between Sherman County and Frontier Telnet and decisions from Q-Life. She also reported that the City of The Dalles was awarded \$30,000 through the Department of Land Conservation and Development for technical assistance for a Housing and Residential Lands Needs Assessment. MCEDD provided a letter of support for the project, which was one of the factors tipping the project to receive funding.

Amanda reported that in February, the State Directors for the US Department of Agriculture will visit the MCEDD region to talk with MCEDD about highlighted successes, our planning processes and USDA's contributions. She stated that we are honored to have been selected to engage with State Directors from across the nation.

REGIONAL UPDATES

Board members shared updates on items of regional interest.

Jan Brending – Jan reported that City of Bingen applied for and received a CDBG grant for housing re-habilitation loans. She also noted that in March WSDOT will hold a kick off meeting for Bingen Point. Jan stated that this will be a three biennium project.

Eric Proffitt – Eric reported that unemployment rate was holding steady. He also reported that employers are “poaching” employees. Eric noted that there is money now available for training.

Bill Schmitt – Bill reported that it is still too wet to move dirt. He noted that Dirt Hugger is in full production and can produce three times as much in the same area.

Dana Peck – Dana reported that the three Washington chambers are partnering to hold the YES Vets program in February. He also noted that the Goldendale chamber applied for and received \$125,000 in Google ads.

Ken Bailey – Ken reported on the installation of an optical sizing and sorting machine and building expansion. He noted that this is the largest facility in the world. Ken reported that the cherry crop prospects are much better than last year but there may be some hold over damage. He also noted that the weather is looking much better.

Steve Lawrence – Steve reported that the City of The Dalles received three new RFPs for the Granada block downtown project. He noted that they are considering selecting a combination. Steve reported that the Tony's building received one proposal with construction proposed to begin the fall. He also noted that there are six craft brewing entities in The Dalles, that Qlife is going through reorganizing and that Julie Krueger was hired as the new city manager.

Nick Hogan – Nick reported that the Stevenson is finishing up the Quite Zone and will hopefully have it in place February 29th. He noted that BNSF donated \$50,000 recently to the Plaza.

Tonya Brumley – Tonya reported that the Hood River Chamber business after hours was happening right now. She noted that blossom time is coming up. Tonya also stated that Oregon Senate Bill 1532 is not supported by the local chambers. She reported that The Dalles Chamber is at the Sportsman show and there is a network strategy boot camp on February 19th.

Joeyne Caldwell – Joeyne reported that the Port of Hood River had purchased the Lower Hanel Mill property and are facing utilities challenges. She noted that the Port of Cascade locks received a \$180,000 grant from Home Land Security for surveillance. Joeyne noted that the Port of Cascade Locks had lost a business in their flex building but did lease space to an business expanding from Hood River and that a fish processing plant was coming to the port.

Mary Kramer – Mary reported that CGCC had just completed a five year academic master plan. Mary noted that enrollment was down but this is typical as the economic improves.

Gabriel Muro – Gabriel reported that Next Door had 14 graduates of their Latino business owner class. He also noted that they had found a new partner for loans for clients without social security numbers.

Mark Zanmiller – Mark reported that housing continues to be a main issue for the city and county. He noted that the city had adopted a three phase policy. Mark also reported that the waterfront is active with six new buildings.

Steve Lawrence left at 5:10 pm

EXECUTIVE COMMITTEE REPORT:

Jan Brending presented the Executive Committee report highlighting the following activities and decisions:

- Approved Longevity Credit and Rate Lock Agreement for insurance from January 1, 2016 to December 31, 2017.
- Reviewed annual insurance coverage through Special Districts Insurance Services.
- Recommended a revised salary schedule to be presented to the Board.
- Discussed a request from the Community Renewable Energy Association for partnership/membership. Approved exploring options to develop a memorandum of understanding for further consideration by the Committee and MCEDD Board.
- Reviewed the revised schedule and intention for the January “Connect Mid-Columbia” transportation meeting.

LOAN COMMITTEE REPORT

Eric Nerdin reported that MCEDD had funded a \$129,000 loan to Veronica's Salsa, LLC since the MCEDD Board last met in December 2015. Eric reported that there are currently four approved loan applications totaling \$290,000 that are pending funding. He noted that Jeffrey Miller dba Apple Jam Audio paid off his loan early. A & R Market, Inc. dba Maupin Market paid off its MCEDD loan four months early.

PROJECT MANAGER REPORTS

Michele Spatz highlighted the following

- Skamania County WET Week-end Bus: Michele reported that improving safety at the Dog Mountain Trailhead, particularly during the annual spring bloom season and increasing ridership are the two main goals of Year 3 funding. She noted that she is a member of the Year 3 Planning Team which met in January and began to fine-tune the proposed Dog Mountain shuttle service, discuss the Dog Mountain parking lot reconfiguration and explored messages to post on the Variable Message Sign that will be set up along SR-14. Michele also reported that a promotional plan to increase ridership is getting underway and that she continues to provide technical assistance to Skamania County Senior Services in support of their Seasonal week-end WET bus service.
- Gorge TransLink Alliance: Michele reported that she facilitated a meeting of the Gorge TransLink Alliance in December where participants discussed the Washington Statewide Transportation Plan public input process, ODOT 2016 STF Discretionary Grant funding application process and the member grant requests. She noted that the Gorge TransLink Alliance promotional video can be which may be viewed on the Gorge TransLink Alliance website.
- Hood River County Transportation District. Michele reported that the Hood River County Transportation District has been awarded a grant to conduct a transit master plan for the county. They will be bringing on a consultant to conduct this work. She noted that the transit master plan will explore the feasibility of improving public transportation in downtown Hood River and extending transit service to the upper Hood River Valley.
- Michele reported that she facilitated a meeting of the Mt Hood Transportation Options resort partners to review the implementation of the Mt Hood Express and Drive Less Connect promotional plan. She noted that she continues working with PacWest Communications on the development of the print and social media collateral resources in support of the Mt Hood Transportation Options Outreach plan.
- Michele reported that she secured Commute Options Partner renewals with all existing partners for 2016 under the new dues structure program. They included Mid-Columbia Medical Center, Columbia Gorge Community College, Google and MCEDD.
- Michele reported that the North Central Region AOC Coordinated Human Services Transportation Pilot Project focusing on Limited English Proficiency (LEP) individuals was presented to the Oregon statewide Regional Solutions Team on Feb. 3 in Salem, OR. She noted that she is finalizing a \$19, 550 grant request to fund implementation of the project's recommendations including cultural awareness training for transportation service providers, continuing education for human services agencies on accessing available transportation services, development of a Community Health Worker Travel Ambassador training program to assist individuals in the LEP community and initiating an effective LEP promotion and outreach campaign highlighting transportation services and how to use them.

Carrie Pipinich highlighted the following:

- “Making Rural Communities Better with Broadband” Workshop: Carrie reported that USDA, Rural Development and Oregon Rural Development Council have organized a two-day event to be held in Bend on February 2nd and 3rd. She noted that this workshop is modeled off of one hosted by USDA, RD and WSU Extension in Washington last year, and is a result of conversations started at our regional coordination meetings in 2015. Carrie noted that she participated in the planning process, and will be presenting on incorporation of broadband into regional planning processes as well as moderating a panel on health care broadband connections and how they can be leveraged to support increased access in communities.
- Carrie reported that in December staff supported Q-Life in collecting letters of intent to purchase service from the Maupin area as they finalized their pro forma for the project. The Q-Life Board has decided to move forward with the project, contingent upon the various funding pieces falling into place.
- Carrie reported that the January quarterly EDC meeting was held in The Dalles and focused on economic development projects from around the County. She noted that 12 entities submitted 23 projects for consideration. These projects included a significant focus on infrastructure development and community facilities. Carrie reported that at the February 4th meeting the EDC will discuss project rankings and began its process to determine focus areas for the coming year. These areas will include both technical assistance to specific projects and broader economic development strategies.
- Carrie reported that staff has been working with Wasco County Commissioner Hege and the work group he convenes focused on the undeveloped land NORCOR currently owns next to their facility. NORCOR is working with AOC and Regional Solutions to convene a series of workgroups on different topics all focused on the long term business model and sustainability of the facility. Carrie noted that the Property Work Group will present short, mid, and long term recommendations for utilization of the property to further support NORCOR into the future. These recommendations will likely be provided to the NORCOR Board for their consideration in February.
- Carrie reported that she is working with the CiderCon (national cider maker’s conference) Planning Committee to host a tour of the Gorge Cider Region during the convention on February 2, 2016. This will feature local cideries, as well as strengthen ties to the National Association of Cider Makers that puts the conference on and other cideries in Oregon that are engaged in the planning process. She also noted that she attend the convention during the first week in February. In addition, the NW Cider Association approached the Gorge Cider Society about hosting a meet and great focused on connecting orchardists with cidermakers. This is planned to occur in late March and will provide an opportunity to further connect our local industry with resources.

Jacque Schei highlighted the following:

- Travel Oregon Grant: Jacque reported that she had worked with others on the JDRT Committee to add details requested by Travel Oregon after the original application was submitted. The idea for the grant was to develop material for and place kiosks in the four counties. She reported that Travel Oregon reported back in early January that the JDRT Committee did receive a grant in the amount of \$5,000. She noted that they are currently awaiting the contract from Travel Oregon while starting to plan content for the kiosks.

- GTA Tech Awards: Jacqu reported that the GTA held its third annual awards program on December 15, 2015, recognizing Steve Maier of Innovative Composite Engineering as the 2015 GTA Technology Leader of the Year and Prigel Machine & Fabrication as the 2015 GTA Technology Organization of the Year. Finalists included Jackson Perrin of Gorge MakerSpace and the Hood River County Education Foundation.
- GTA Scholarship Committee: Jacqu reported that she had worked with the GTA Scholarship committee to finalize the Corwin Hardham Memorial Scholarship. She noted that the final application can be found on the GTA website and will be distributed to regional ESDs. In addition, a press release about the scholarship will be sent in late February.

Mark Heystek highlighted the following:

- “Phase 2” Rollout: Mark reported that MCEDD is leading the effort to expand Agora across the State of Oregon and in so doing has entered contractual agreements with Zanbato (Agora Platform engineers) and four Economic Development Districts (EDDs)
- Agora Trainings: Mark reported that platform trainings to stakeholders are an essential component to Agora’s continued viability within the Mid-Columbia and throughout the Phase 2 process. He noted that the entities that will have received trainings by MCEDD staff to date include the four Economic Development Districts, Community Enrichment for Klickitat County, Skamania County Economic Development Council, North Central Oregon Regional Solutions Team and Regional Solutions Cabinet
- Agora as a CEDS Resource: Mark reported that as MCEDD prepares for its annual 2016 CEDS update, staff will continue to encourage and assist regional stakeholders in using the Agora Platform as a tool for project updates and prioritization lists. Additionally, staff will be cleaning up the system to ensure that the project/deal display matches the present status of active projects. As of February 1, 2016, the Platform contains 373 individual members and 126 projects.

ADJOURNMENT: Meeting adjourned at 5:58 p.m.

*Respectfully submitted,
Sherry Bohn, Office Administrator*

Memorandum

Date: March 3, 2016
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: Budget Committee

Overview

The MCEDD Budget Committee is an unpaid committee that meets to review and approve the MCEDD budget. The budget is adopted by the MCEDD Board. The Budget Committee consists of an equal number of at-large members and MCEDD board members. Members serve three year terms, staggered so that one third of the terms of the appointive members end each year. Members are appointed by the MCEDD Board based on recommendations from the MCEDD Executive Committee. The primary qualification for appointive members is that they must be representative of the services provided by MCEDD.

The committee as appointed in FY16 includes the following individuals:

Name	Term Expires
Sam Bauer (At Large)	February 2016
Jeff Helfrich (Board)	February 2016
Marcus Denney (At Large)	February 2017
Barbara Briggs (Board)	February 2017
Leana Johnson (At Large)	February 2018
Jim Kacena (Board)	February 2018

Expiring Terms

Board Positions

All three board positions on the Budget Committee transition. We generally seek to have a balance between Oregon and Washington members on the committee. The following are interested to seek appointment:

- Dana Peck (WA Chambers representative)
- Eric Proffitt (Workforce representative)
- Nick Hogan (Cities of Skamania County representative)

The Executive Committee recommends appointment of all three. To preserve the Oregon/Washington rotation, they recommend Dana Peck to fulfill the remainder of Barbara Briggs term (through February 2017), Eric Proffitt to fulfill the remainder of Jim Kacena's term (through February 2018) and Nick Hogan for a new three year term (through February 2019).

At-Large Position

One at-large position expires; the position held by Sam Bauer. The following individuals expressed interest in serving on the budget committee (interest forms attached):

- David Roth
- Sam Bauer

The Executive Committee recommends re-appointment of Sam Bauer. The Committee was confident in the qualifications of both candidates. However, with the large level of change in the board positions, they recommend Sam Bauer for the at-large position in order to provide some level of continuity.

Request (Consent Agenda)

Appoint the budget committee as follows:

Name	Term Expires
Marcus Denney (At Large)	February 2017
Dana Peck (Board)	February 2017
Leana Johnson (At Large)	February 2018
Eric Proffitt (Board)	February 2018
Sam Bauer (At Large)	February 2019
Nick Hogan (Board)	February 2019
<i>Budget Officer: Sherry Wickert, MCEDD Finance and Operations Manager</i>	

Memorandum

Date: March 3, 2016
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: Budget Process

The attached budget process is designed to meet required timelines for publication, notices and adoption of our annual budget. We require approval of the Board for the budget process.

Request (Consent Agenda)

Approve the attached Budget Process for Fiscal Year 2017.

D R A F T
MCEDD FY 2017 BUDGET PROCESS
(July 1, 2016 - June 30, 2017)

1. MCEDD Board approval of Budget Process **March 17**
2. MCEDD Board appoints/reappoints Budget Committee **March 17**
3. Budget Officer prepares Expenditure Estimates: **Mar 21 – April 29**
4. Budget Officer Publishes Notice of Budget Committee Meeting (8-14 days prior, one publication in each county)(*The Dalles Chronicle, Hood River News, Goldendale Sentinel, Skamania Pioneer*) (Budget documents available for inspection) **April 29**
5. Budget Committee Meets and Approves Budget **May 12**
6. Publish Notice of Public Hearing and Budget Summary (8-14 days prior to hearing, one publication in each county)(*Goldendale Sentinel, The Dalles Chronicle, Hood River News, Skamania Pioneer*) **June 3**
7. MCEDD Board holds Public Hearing (Quarterly MCEDD Board Meeting) **June 16**
 - a.) Adopts budget by Resolution
8. Keep a copy of the budget, notices required and resolution adopting the budget for two years following the end of the fiscal year for which the budget was adopted.

Memorandum

Date: March 11, 2016
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: Pacific Northwest Manufacturing Partnership

Overview

The Pacific Northwest Manufacturing Partnership was created under the federal Investing in Manufacturing Communities Partnership (IMCP) initiative. The Pacific Northwest was formally designated as one of a select number of manufacturing communities in a 2015 federal competition. It is a bi-state initiative that stretches from the Willamette Valley, through the Portland-Vancouver metro area and extends to incorporate all five of our region's counties. The PNMP Executive Committee includes MCEDD as a representative for our five-county region. We have not been able to fully utilize this opportunity, but have held conversations with Anne Medenbach at the Port of Hood River to become more engaged. The current focus of the Partnership on cross laminated timber (CLT) efforts and food and beverage manufacturing matches with the Port's interests as well. Anne previously served on the MCEDD board of directors and is willing to consider participating on the partnership through MCEDD's position.

Action (Consent Agenda)

Approve Anne Medenbach to act as representative on the Pacific Northwest Manufacturing Partnership for MCEDD.



FINANCIAL SUMMARY

FOR: January 2016

MCEDD's balance sheet reflects differences in primarily the distribution of Assets. Total cash accounts, while excluding the Housing RLF (1031), is down from the prior year. The reduction in cash is due to new loans made and is now included as part of the Loans Receivable balances.

January's Operations Budget vs. Actual report, which includes the supplemental budget figures, indicates variances in both Revenue and Expenses. Revenue for categories that include Federal (4100), State (4200), and Contract Reimbursement (4500) are below budget due to the billings associated with contracts. Even with the supplemental adjustment to loan interest, loan fund revenue continues to be under budget. The largest difference is the category of Processing Fees (4700). This category was not adjusted due to the anticipation of new loans to be made that will "catch up" with the annualized allocation. The expenses for the loan fund program also continue to be below budget, making the overall impact much less than expected. Expense categories that are under budget due to the timing of expenses include Travel (6110), Supplies (6300), and Professional Services (6400) for contractual expenses. Expenses for Other Materials & Supplies are higher than budget partly due to FY17 expenses included, but also for expenses for dues that were not budgeted.

Respectfully Submitted,

Sherry Wickert
Finance & Operations Manager

MEMORANDUM

Date: March 9, 2016
To: MCEDD Board
From: Amanda Hoey, Executive Director
Re: CEDS Project Prioritization

Overview

Annually, the MCEDD Board, acting as the CEDS Strategy Committee, prioritizes Public Works and Technical Assistance projects for incorporation to the MCEDD CEDS. These are categorized based upon the following characteristics:

- **Connection to CEDS strategies:** Projects tie to the broader regional strategy.
- **Community Ranking** with preference given the projects that are highly ranked by local governing bodies.
- **Economic impact** with preference given to projects with current and future job growth/retention
- **Regional Significance/Impact** with preference given to projects that impact the entire region or a large portion of the region, rather than a single community.
- **Geographic disbursement** with preference to ensure ranking impacts communities across the five-county region.
- **Potential availability of funding sources** with preference given to projects with a higher degree of local match and with avenues for additional funding identified.
- **Readiness to proceed** with preference given to projects ready to start immediately.

Purpose of Project Prioritization

Prioritization of projects is a part of our update for the Comprehensive Economic Development Strategy. The intended purpose is to:

- Inventory and prioritize economic development project needs and regional issues;
- Develop regional consensus on high priorities;
- Develop a tool to promote high priority projects or issues to state/federal funders.

Note: One new consideration this year is the implication of the USDA Rural Development “Strategic Economic and Community Development” rule. The rule provides a 10% set aside as well as the opportunity to award priority points by the National Office when scoring applications for certain USDA Rural Development programs (Communities Facilities Program, Water and Waste Disposal Program, Business and Industry Guaranteed Loan Program; and Rural Business Development Grant Program). The intent of this provision is to encourage strategic regional development plans and ties right into our CEDS.

Attached are projects submitted for consideration of inclusion and ranking in the regional strategy. These are solicited through our local partners. They are first ranked by our County economic development entities prior to submission to MCEDD. We encourage projects to be listed on the Agora Investment Platform (agora-platform.com) and the Board can find additional information on many of these projects on that site.

Action

As a Board member for MCEDD you also serve as a MCEDD CEDS Strategy Committee member and you are responsible for developing regional priorities for Technical Assistance and Public Works projects. At this meeting you are asked to:

1. Approve all projects which will be incorporated into the MCEDD CEDS update. See attached county project listings. Visit agora-platform.com for further information on many of the projects.
2. Establish regional priorities for incorporation to the Mid-Columbia region's CEDS. Determine the top ten Technical Assistance and Public works projects in Oregon and top ten in Washington. A draft priority ranking is attached as a place to begin discussion. I will emphasize that the attachment is a *draft* prepared through staff review. The Board is expected to have a robust discussion on ranking and move projects around to best reflect regional priorities.

DRAFT Washington Ranking

Rank	Project	Ranking Considerations
1	Columbia Gorge Regional Airport aircraft de-icing area	#1PW Klickitat County list, also acknowledged by Wasco Co. Potential to increase use of regional airport.
2	John Day Pool pumped Storage Hydro	#2TA Klickitat County list. Multi-county interest. Potential fund source tagged for national lab work. Large fund request that has encountered some past barriers. If achieved, would have tremendous economic impact to the region.
3	Wind River Business Park Water/Wastewater	#1PW Skamania County. Addresses key constraint to economic development in the County: available industrial properties. Site has some challenges to recruitment, but targeted industry potential.
4	DIP Cornerstone	#2PW Klickitat County. Community Economic Revitalization Board (CERB) solicitation potential. Port approaches projects with diligence. Project would expand economic development opportunities in Dallesport, addressing economically distressed areas.
5	Rock Creek Cove EA	#1TA Skamania County. Application to EPA. Site of an old mill, with more than 6 acres. Redevelopment would allow analysis of the three parcels at the site plus surrounding County-owned property.
6	Stevenson Wastewater plan update	#2 TA Skamania County. Matching funds in place. Addresses critical infrastructure necessary for ongoing economic vitality.
7	Russell Avenue Upgrade	#2PW Skamania County. Provides primary access route to Port of Skamania properties, large employers.
8	Airport Terminal Building Design	#3TA Klickitat County. Also recognized by Wasco County as project need.
9	Klickitat County Broadband	#4 TA Klickitat County. Aligns to CEDS strategies. Require clarity on particular projects. Activities underway and new options with the County investment to the 911 infrastructure and recent Connect America Funds (CAF) announcement.
10	Stevenson Town Plaza	#3PW Skamania County. Recent BNSF funding may catalyze further efforts.

DRAFT Oregon Ranking

Rank	Project	Notes
1	Hood River Bridge EIS	#1TA Klickitat and #2 Hood River list. Bridge is a primary connector for employers and employees.
2	Hood River and Sherman Workforce Housing	#1 Hood River and #3PW Sherman. Constraining factor to retention and recruitment. Policy work underway. Meyer funding and RST funds. Individual projects to pursue.
3 (shared)	Wasco County small cities water systems and wells: Mosier, Dufur, Wamic	#1, 2 and 3 Wasco County. Presents primary constraint to development and maintaining economic vitality of small cities/communities.
3 (shared)	Sherman County small cities water systems and wells: Rufus, Biggs, Kent	#1PW, 4PW and 5TA Sherman. Presents primary constraint to development and maintaining economic vitality of small cities/communities.
4	Dog River Pipeline- The Dalles	#4 Wasco County. Application to Oregon Water Resources Department. Critical infrastructure serving the largest population base in the region.
5	Bridge of the Gods	#2 Hood River. Addresses infrastructure connecting Cascade Locks and Stevenson.
6	Cascade Locks Truck Route	#3 Hood River. Serves Cascade Locks Business Park, one of the largest remaining industrial sites available in the region.
7	Wasco Campus Development	#1TA Sherman. Facilities under/unused. Redevelopment would potentially open options for economic development
8	Sherman Downtown Improvement Plans	#2TA Sherman. Extensive work on preparing plans, support to move cities to action.
9	The Dalles Bridge Redecking	Connect Mid-Columbia discussion. Addresses critical infrastructure connecting The Dalles and Dallesport
10	Historic Columbia River Highway	Connect Mid-Columbia discussion. Regional, impact to multiple counties

Reinforced as broader categories

- Housing
- Wastewater system management and planning
- Transportation infrastructure
- Broadband
- Industrial/Business park infrastructure/readiness

Hood River County 2016 Projects

<i>Rank</i>	<i>Project Sponsor</i>	<i>Project</i>	<i>Total Cost</i>
1	Hood River County/City of Hood River	<p><u>Workforce Housing</u> Provide recommendations and engage in activities to achieve workforce housing in Hood River County. This project would be to perform a feasibility analysis and make recommendations on how to increase the amount of housing stock that would be within range of the average worker. This will include exploration of relocating both the City and County Maintenance Facilities to free up a prime residential development parcel as well as land banking as a potential strategy.</p>	\$2.5-3M
2	Port of Cascade Locks	<p><u>Bridge of the Gods-Operations and Maintenance Plan Funding</u> This estimate stems from the ongoing maintenance and operations plan to support continued utilization of this vital infrastructure connecting Cascade Locks to Stevenson, WA. The plan includes welding, spot painting, redecking, pedestrian safety improvements, and toll collection technology.</p>	\$14 million
	Port of Hood River	<p><u>Hood River Bridge: Replacement-EIS & Lift Span Repairs</u> Matching funding to support completion of an Environmental Impact Statement for a new Hood River White Salmon Interstate Bridge. The EIS is a vital step in the process of securing a replacement bridge, a critical transportation facility in the mid-Columbia Region. Funding to replace wire ropes, span guide rails and lift span electrical system on the existing Hood River/White Salmon Bridge, a critical transportation facility in the Mid-Columbia Region.</p>	\$1.5M
3	City of Cascade Locks	<p><u>Truck Route utilizing I-84 Exit Upgrades & Weigh Station</u> This project seeks to add a west bound on ramp at this intersection allowing trucks to easily come into and out of the Business Park and access I-84 heading west, as well as widen and rebuild Forest Lane/Frontage Road from Cramblett Way to Exit 47 for trucks. East bound trucks on I-84 would also be able to come through the State Weigh Station, access the frontage service road immediately south of I-84 and travel to the Cascade Locks Business Park with this project. Additional improvements would be incorporated on surface streets to accommodate these access points effectively and safely.</p>	\$20 million
4	City of Hood River	<p><u>Reconfiguration and Signalization at Cascade Ave. and Rand Rd. Intersection</u> Construct traffic signal at intersection of Cascade Avenue & Rand Road, a busy intersection in West Hood River that is likely to increase its use as the development expands in the western portion of town.</p>	\$2 million

5	Port of Hood River	<p><u>Lot #1 Infrastructure</u> The Port of Hood River obtained Site Certification for an 11.8-acre parcel ("Lot 1") on the Hood River Waterfront in April 2012. This is the largest remaining area of light industrial zoning in the City of Hood River. Construction of infrastructure - specifically, water, sewer, and public streets - is necessary to prepare the site for industrial development to meet job creation and economic development goals.</p>	\$1.9M
6	Hood River County	<p><u>Water storage infrastructure</u> Increasing reservoir storage volume in the Basin would allow winter and spring runoff to be held over until irrigation season when natural streamflow is the lowest and water use is the greatest. The Hood River Basin Study determined the most cost-effective (\$ per acre-foot of storage) new or expanded storage in the Basin. Work with irrigation districts to determine feasibility of specific projects and implement most cost effective solutions.</p>	\$0.5M
7	Hood River County	<p><u>Country Club Shoulder Bikeway</u> This project is the highest priority project in the County's bike plan and addresses bike/ped needs along a major collector road. Improvements would enhance safety and support a route that is popular for recreational and commuting bicyclists. This project is important given its impact to transportation, recreation and economic development.</p>	\$1.88M
8	Port of Cascade Locks	<p><u>Cascade Locks Business Park Infrastructure</u> Building a new cul-de-sac roadway, curbs, bike lanes, sidewalks, looped water line, sewer upgrades, storm water system, power pole realignment, and emergency access road to the 8-lot industrial property subdivision.</p>	\$1.6M
9	Port of Hood River	<p><u>Lower Hanel Mill Utility Infrastructure</u> Funding for water line upgrades and other utilities necessary to allow development of a 12-acre light industrial site near Odell. Development of the site will allow construction of distribution and light manufacturing facilities necessary for the expansion of existing businesses and creation of new living wage jobs..</p>	\$400,000
10	City of Hood River	<p><u>Signalization of Intersection at 2nd and Oak Streets</u> Construct traffic signal at the intersection of 2nd Street and Oak Street (Historic Highway 30) in Downtown Hood River.</p>	\$450,000

Klickitat County 2016 Projects

Technical Assistance

<i>Priority</i>	<i>Project Sponsor</i>	<i>Project</i>	<i>Funding Needed</i>	<i>Total Cost</i>
1 (TA)	Port of Hood River	<u>Hood River Bridge Replacement</u> Final EIS: Matching funding to support completion of an Environmental Impact Statement for a new Hood River White Salmon Interstate Bridge. The EIS is a vital step in the process of securing a replacement bridge, a critical transportation facility in the mid-Columbia Region.	\$500,000	\$500,000
2 (TA)	Counties	<u>John Day Pool Pumped Storage Hydro</u> Conduct analysis of the economic value of a pumped storage hydro project in Klickitat County.	\$3M	\$3M
3 (TA)	Columbia Gorge Regional Airport	<u>Airport Terminal Building Design</u> Klickitat County is seeking funding for design/engineering as the first phase in development of a modern facility to replace the aging Columbia Gorge Regional Airport Terminal Building in Dallesport, WA.	\$100,000	\$150,000
4 (TA)	Klickitat County	<u>Broadband</u> Broadband access is critical to business development in Klickitat County, however that access is not available in many rural parts of the County. Significant barriers including dispersed populations and challenging terrain make this infrastructure investment costly. Working with communities, local internet service providers, County staff, and MCEDD, Klickitat County seeks to identify and implement opportunities to improve access in communities throughout the County.	(feasibility)	(feasibility)
5 (TA)	City of White Salmon	<u>Loop Trail</u> City of White Salmon is seeking funds to do a survey design in moving the Loop Trail due to the heavy traffic on Hwy 141 making the current trail unsafe for residents.	\$25,000	\$25,000
6 (TA)	Trout Lake Community	<u>Sewer Feasibility Study</u> Trout Lake Rural Center is served by a water system, not a sewer system. Sewer system will provide opportunity for a population/business expansion, while keeping water quality high for endangered species of steelhead and salmon.	\$40,000	\$40,000

Public Works

<i>Priority</i>	<i>Project Sponsor</i>	<i>Project</i>	<i>Funding Needed</i>	<i>Total Cost</i>
1 (PW)	Columbia Gorge Regional Airport	<u>Construction of aircraft de-icing area</u> Airport is seeking funding to construct a de-icing area for planes, and to properly dispose of de-icing liquid. This will result in an increase in air traffic, value, and usefulness in winter months.	\$400,000	\$400,000
2 (PW)	Port of Klickitat	<u>DIP Cornerstone Building</u> Port of Klickitat seeks \$1.8 million of \$3.3 million needed to construct an approximate 20,000 sq. ft. light industrial building at the Port's Dallesport location.	\$1.8M	\$3.3M
3 (PW)	Klickitat County	<u>Peterson Street Improvement</u> Klickitat County is seeking funding to help construct a paved road to mitigate safety/traffic issues related to the transportation of farm-to-market goods.	\$800,000	\$1.2M
4 (PW)	Port of Klickitat	<u>Bingen Point Flex Building</u> Port of Klickitat seeks \$1.4 million of \$2.9 million needed to construct a 15,000 sq. ft. flex building at Bingen Point.	\$1.4M	\$2.9M
5 (PW)	Columbia Gorge Regional Airport	<u>Production Facility</u> Airport seeks to build, then lease, a 20,000 sq. ft. facility to house production for a business expansion in the airport business park.	\$700,000	\$1.2M
6 (PW)	Port of Hood River	<u>Hood River Bridge Replacement</u> Replace the Hood River Bridge connecting Washington to Oregon.	\$180M	\$210M
7 (PW)	Columbia Gorge Regional Airport	<u>Runway Lengthening Project</u> Airport seeks \$4 million to lengthen existing primary runway to 5,500 ft. to accommodate increased volume of larger aircraft.	\$4M	\$4M
8 (PW)	Port of Klickitat	<u>Maple Street Project</u> Construct street and public utility improvements for targeted properties at Bingen Point Business Park.	\$1.2M	\$1.8M
9 (PW)	City of Bingen	<u>Bingen Community Center</u> City of Bingen seeks to build a locally prioritized community center facility adjacent to Daubenspeck Park.	\$4M	\$4M

Sherman County

Technical Assistance

Priority	Applicant	Project	Funding Needed	Total Cost
1	Sherman County	<u>Wasco Campus Development</u> An architect has been retained to research the best options for the existing buildings at the site. The project would involve redevelopment of the buildings which were previously the school at the Wasco campus.	\$2M	\$2.5 M
2	Sherman County	<u>Sherman Downtown Improvement Plans</u> Sherman County in conjunction with the cities of the county developed a downtown master plan to spur private and public investments in beautification and economic revitalization. Each city council is moving forward in their respective cities, however some still require additional technical assistance to move their plans forward.		
3	Fair board	<u>Event Center</u> The fair board is researching the concept of a multipurpose event center to replace several aging barns and current show arena. The building could be utilized year round to host events at the county fairgrounds.		
4	Sherman County	<u>911 Call Center</u> Sherman County is exploring the idea of establishing a 911 call center. This would include the Counties of Wasco, Klickitat and Sherman counties. The center would provide around 35-40 jobs.	\$300,000	\$500,000
5	City of Rufus	<u>Rufus Water System Master Plan</u> The project would allow the City to conduct a current assessment of their water system to address potential future compliance issues.	\$50,000	\$50,000

Public Works

Priority	Applicant	Project	Funding Needed	Total Cost
1	Biggs Service District Sherman County	<u>Biggs Water System</u> Design and construction for a municipal water system in Biggs. Currently several wells serve the service district. Project would include the upgrade of two existing wells, drill a new well, new reservoir, pump station, and distribution system. Future development is limited due to the lack of a water system. Fire protection is limited.	\$1.8M	\$2M
2	South Sherman Fire and Rescue	<u>New Fire Hall</u> The current fire hall shares a space with the Grass Valley City Hall. The fire department has long outgrown this space to store and maintain equipment and secure patient files and drugs to meet HPPA and state requirements. The fire department also needs space for training the volunteers.	\$500,000	\$1.2 million
3	Sherman County	<u>Work Force Housing</u> A housing plan is complete. Next step is to move forward on implementing the plan and partner with Mid-Col Housing to establish workforce housing.	\$1.8M	\$2M
4	Kent Service District	<u>Kent Well</u> A study has been done to determine if there is a water source in Kent to drill a new well. The current well does not allow for new growth.		\$50,000
5	City of Wasco	<u>Collection System Replacement</u> The City plans to replace the City's sewer collection system by implementing a phased improvement project, with line replacement to be constructed within a 10-year timeframe. A maintenance technician was hired to work solely on this project. Phase 1 is complete.	\$60,000 - Per phase	\$80,000- per phase

Skamania County 2016 Projects

Public Works

<i>Rank</i>	<i>Project Sponsor</i>	<i>Project</i>	<i>Funding Needed</i>	<i>Total Cost</i>
1	Port of Skamania	<p><u>Wind River Business Park Water/Wastewater Systems</u> The Wind River Business Park is one of just three industrial parks in Skamania County and contains approximately 300 acres of developable land. The Port needs to construct and upgrade the current water system to meet business needs. Multi-phase project involves installation of a pump within Well #1, a pump house, a chlorine based disinfection system, and approximately 1,200 feet of water transmission mainline. This mainline will serve current and future water users within Wind River Business Park. At this time the transmission line will not connect to any other water system or mainlines within the Business Park nor will it connect to a reservoir.</p>	\$1.57M	\$2M
2	City of Stevenson	<p><u>Russell Avenue upgrade</u> The project involves rehabilitation of water, sewer, and storm water lines. It also includes undergrounding of power and communication lines, sidewalk rehabilitation, paving the entire street, new street lights and landscaping.</p>	\$3.15M	\$3.15M
3	Skamania EDC	<p><u>Stevenson Town Plaza</u> Develop town plaza in the existing courthouse lawn. Three concept designs have been developed and are currently available for community feedback. BNSF committed \$50K.</p>	\$1.95M	\$2M
4	Port of Skamania	<p><u>Stevenson Shoreline Improvement/Enhancement</u> Enhance the Columbia River shoreline to increase access for further use/development. The design and engineering for this project is complete and critical in-water permits have been obtained. The Port proposes to restore and enhance 1,105 feet of eroding shoreline along the Stevenson water front, restoring the footprint of the historic river bank.</p>	\$175,00	\$700,000
5	Skamania County	<p><u>Wind River Boat Launch/Dredging Improvements</u> Wind River Boat Launch and Recreation Facility: Replacement of existing boat launch facility with a new facility in a different location, to include a two lane boat ramp with access dock and adjacent transient dock, 100 trailer parking spaces, 25 single-car spaces, public restroom, enclosed dumpster area, ticket dispensing machine/kiosk, security lighting and camera, storm water bioswale, and mitigation including decommissioning of existing facility.</p>	\$2M	\$2M

6	Stevenson Carson SD	<u>Pool Improvements</u> Improvements required to re-open pool: new drains, solar power heat and ADA lift.	\$125,000	\$125,000
7	Skamania County	<u>ADA Sidewalk/Building Improvements</u> Improvements around all County facilities.		
8	City of Stevenson	<u>Pumper Truck</u> A new 750 gpm pumper truck would address a critical need for a second fire engine for backup. Currently only one operational fire engine. Fire department went on 108 call outs in 2011.	\$325,000	\$600,000
9	City of Stevenson	<u>Fire Station- City of Stevenson</u> New Fire Station for City of Stevenson and Fire District 2 (shared facility). Site evaluation by a joint committee is in progress	\$2-4M	\$2-4M

Technical Assistance

<i>Rank</i>	<i>Project Sponsor</i>	<i>Project</i>	<i>Funding Needed</i>	<i>Total Cost</i>
1 (TA)	Skamania County	<u>Rock Creek Cove EA, Feasibility and Redevelopment Plan</u> Complete Phase II Environmental Assessment and development feasibility for Rock Cove property.	\$400,000	\$400,000
2 (TA)	City of Stevenson	<u>Stevenson Wastewater Plan update</u> The City's wastewater system and plans last major update was in 1991/2 and the focus was on expansion of the plant to address the transition to a tourism economy. The City Council has identified the need to update the sewer plan which is a requirement from DOE. Potential upgrades to the wastewater treatment plant include new headworks with additional grit removal, addition of a second oxidation ditch, addition of a secondary UV disinfection process, and improved process control with addition of a SCADA system.	\$100,000	\$200,000
3(TA)	City of Stevenson	<u>City of Stevenson Water System Plan Update</u> Conduct a Water System plan update for the City of Stevenson including documentation of existing system, identification of system deficiencies, guidance on infrastructure upgrades, development of a 6 to 20 year capital improvement plan with cost estimates and lifecycle costs, and ensuring consistency of proposed updates with the City of Stevenson Comprehensive Plan. This update is required to be performed every six years to remain eligible for state funding of water system improvements.	\$50,000	\$100,000

Wasco County 2016 Projects

<i>Rank</i>	<i>Project Sponsor</i>	<i>Project</i>	<i>Funds Needed</i>	<i>Total Cost</i>
1	City of Mosier	<p><u>Mosier Well #5</u> The City currently is relying on one well for all of its supply needs, making the City vulnerable to a water outage due to failure of its sole source of supply (Well No. 4). The decommissioning of Well No. 3 eliminated the City's backup source of supply. A new well is the City's highest infrastructure priority.</p>	\$375,000	\$500,000
2	Wamic Water & Sanitary District	<p><u>Wamic Water System Update and Reservoir Replacement</u> The Wamic Water and Sanitary Authority has an old system that is being replaced pipe by pipe with repairs. They also have a reservoir that stores approximately 16,500 gallons of potable water. If there is a fire incident, this is not enough water to support the system and fight the fire. The project will update the distribution system and build a bigger reservoir. A system assessment study is underway which will be completed this year.</p>	\$420,000 (reservoir only)	\$420,000 (reservoir only)
3	City of Dufur	<p><u>Dufur Water System Assessment</u> The City of Dufur's water system is fed by one well in town, and one well out of town, with a backup well in place. The main well that feeds the City is an artesian well that has had some challenges with pressure over the last several years. These issues have brought up concerns about the long term capacity of the system, so the City is looking to update their water system assessment to identify steps needed to support current population and potential growth.</p>	\$40,000	\$50,000
4	City of The Dalles	<p><u>Dog River Pipeline Upgrade</u> The Dog River pipeline, which is an important component of The Dalles' public drinking water supply and currently transports over 50% of the City's annual water supply, was constructed in the early 20th century. It is a 3.5 mile long wooden pipeline that consists of milled pieces of fir that were assembled in a circular shape and wrapped with heavy-gauge wire and coated with tar. Over the past 100 years, this pipe has deteriorated, is leaking from tree damage, and exhibiting corrosion. Because the pipe is in poor condition, the City plans to replace it in 2017-18. The new pipeline is planned to be constructed of 24-inch-diameter ductile iron pipe, larger than the existing 20-inch wooden pipe. The capacity of the pipeline will increase from 8 to 17 million gallons per day to supply future municipal water demands.</p>	\$4 million	\$8 million

5	City of The Dalles	<p><u>Urban Growth Boundary Expansion</u> The City of The Dalles is conducting periodic review as required by state law. The Dalles is exploring other lands that can be used for industrial purposes that are not constrained by the existence of vernal pools and wetlands.</p>	\$100,000	\$100,000
6	Mid-Columbia Medical Center	<p><u>MCMC Hospital Expansion</u> Mid-Columbia Medical Center has embarked on a an expansion and modernization. The current hospital is not able to accommodate changes in technology and new code requirements, nor is it large enough to accommodate future growth. The solution is to add a new patient tower that will enhance and transform care in the Mid-Columbia region for a facility total gross square foot of 224,000. The Emergency Department and Diagnostic Imaging Department will also be updated and expanded.</p>	\$5M	\$55M
7	City of Mosier	<p><u>Mosier Bike Hub</u> The Historic Highway communities of The Dalles, Mosier, Hood River, Cascade Locks, Troutdale, and Wood Village are in various stages of developing Recreational Hubs within their urban centers. The City of Mosier is seeking additional resources to finish their Hub.</p>	\$145,625	\$161,805
8	Civic Auditorium	<p><u>Theatre Renovation</u> The Dalles Civic Auditorium was built in 1921, as a memorial to the veterans. While the Ballroom, Fireside Room and Community Room have already been restored, the theatre auditorium requires major acoustics design and updating. Completed, it will seat from 900 to 1,000 on two levels. The result would produce the only such venue between Portland, and Boise.</p>	\$2.84 million	\$3.5 million
9	City of The Dalles	<p><u>Chenowith Area Storm Sewer</u> The Chenowith area of The Dalles is a flat region possessing high water tables. Storm water runoff has been a problem for many years but with increasing development pressures, the problem is magnifying. The first phases of the project are designed at the conceptual level in the City's Storm Water Master Plan.</p>	\$2.42 million	\$2.69 million
10	Mid-Columbia Senior Center	<p><u>Uplifting Elevator Project</u> The Uplifting Elevator Project will install an elevator and remodel the building entrance at the Mid-Columbia Senior Center in order to improve access to the downstairs for individuals with limited mobility.</p>	\$80,000	\$380,000



**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
RESOLUTION 2016-2
COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs)**

WHEREAS, the Mid-Columbia Economic Development District Comprehensive Economic Development Strategy Committee is responsible for planning and coordination of economic development activities to stimulate new private and public investments to provide employment and growth opportunities; and

WHEREAS, the Committee is organized in accordance with Federal requirements of the Economic Development Administration to broadly represent the area including representation of local government, business, and other community interests; and

WHEREAS, the Committee has prepared an update to the Comprehensive Economic Development Strategy as a guide for economic development activities; and

THEREFORE, BE IT RESOLVED that the Mid-Columbia Comprehensive Economic Development Strategy Committee does hereby adopt the 2016 Comprehensive Economic Development Strategy Plan for the Mid-Columbia region.

ADOPTED THIS 17th DAY OF March 2016.

ATTEST:

**MID-COLUMBIA ECONOMIC
DEVELOPMENT DISTRICT**

Sherry Bohn, Office Administrator

Jan Brending, Chair

Memorandum

Date: March 11, 2016
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: Comprehensive Economic Development Strategy

Overview

The MCEDD board, acting as the CEDS Strategy Committee, is responsible for updating the CEDS annually. An update is a less intensive process than a full CEDS revision, which is done once every five years and was last completed in September 2012. A copy of the full CEDS is available on our website.

Review of Vision/Goals

No changes are recommended in the vision and goals as staff believes they generally remain valid for the region and MCEDD's activities. They are listed below for the full board to review and consider.

VISION: The Mid-Columbia region envisions a thriving and prosperous economy supporting diverse entrepreneurial opportunities that act in harmony with the area's rural qualities, values and natural resources.

GOALS:

- **Business Retention/Expansion:** Enhance the retention and expansion of businesses in the Mid-Columbia region.
- **Business Attraction:** Achieve an increase in new business to the region that will continue to diversify the economy and create sustainable opportunities, including family wage jobs, over the next ten years.
- **Infrastructure:** Facilitate the timely maintenance and improvement of public infrastructure and support scalable infrastructure development, which will contribute to increased economic opportunities.
- **Economic Resources:** Increase the Mid-Columbia region's receipt of resources for economic development initiatives, including funding, technical assistance and training.
- **Entrepreneurial Environment:** Facilitate integrative partnerships and communication across business clusters, industries, entrepreneurs, government and economic development organizations to further develop an effective economic support structure.
- **Workforce:** Regularly assess needed workforce requirements, ensuring a regional workforce that is work-ready and well-educated.
- **Bi-State Engagement:** Engage elected representatives in Oregon and Washington to advocate more effectively for the common needs of the Columbia River Gorge in support of all the other six goals.

Proposed Updates

Staff proposes to replace the “Strategies” section and to update the “Outcomes” section, including the transportation items discussed in previous board meetings and through Connect Mid-Columbia. These will be provided to the board in a separate mailing. In addition, following adoption of the project rankings, the project lists will be replaced. Planning is a continual process, reflected in the activities in which MCEDD engages. Dynamic updates (such as demographic information) are posted on our website, through our listserves and through regional project websites such as gorgebroadband.com. In addition, we have transitioned to the Agora Investment Platform to allow for dynamic, ongoing project updates as well.

Request

Review of the vision and goals to reaffirm those broad areas. Review of the proposed revised “strategies” and “outcomes” sections. Adoption of the attached resolution.

Memorandum

Date: March 3, 2016
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: Local Dues Assessment

Overview

Annually the MCEDD Board must vote on assessment of dues for the next fiscal year. Local dues are used to leverage additional funding for the district. Currently they are used as part of the match that has allowed us to obtain an Economic Development Administration planning grant and are also used as a portion of the match to obtain our Mobility Management grants.

Historically, MCEDD assesses cities for their residents and assesses dues to counties for those residing in the unincorporated portions. One exception is Sherman County, which pays the dues for its cities. We have historically assessed Ports at a flat rate. For entities assessed on a per capita basis, we use the current Census figures for population calculations.

Dues Recommendation

The MCEDD Executive Committee has recommended continuation of the current dues schedule into FY17 with no changes from the prior year. However, the Executive Committee will analyze a potential increase in FY18 to ensure MCEDD can maintain service levels and leverage federal funding.

The proposed FY2017 dues are proposed to remain at level:

- **Counties and Cities:** 0.4551 per capita.
- **Ports:** \$1,760 per Port district.
- **Chambers:** Reciprocal dues structure (no fiscal impact)

Attached to this memo is an analysis of that schedule. The Board is asked to vote on the proposed level of per capita assessments and dues in order to advise the budget process. Assessments are adopted through the formal budget process in July and assessments are sent to members after the budget is approved and prior to the beginning of the fiscal year.

Attachment- Current Local Dues Assessment (rounded to the nearest dollar)

COUNTIES	2010 Population	\$0.4551 per capita
Hood River (Unincorp.)	14,035	\$6,387
Sherman	1,765	\$803
Wasco (Unincorp.)	10,056	\$4,576
Klickitat (Unincorp.)	13,975	\$6,360
Skamania (Unincorp)	8,645	\$3,934
TOTAL COUNTIES		\$22,061
CITIES	2010 Population	\$0.4551 per capita
Antelope	46	\$21
Dufur	604	\$275
Maupin	418	\$190
Mosier	433	\$197
Shaniko	36	\$16
The Dalles	13,620	\$6,198
Cascade Locks	1,144	\$521
Hood River	7,167	\$3,262
North Bonneville	956	\$435
Stevenson	1,465	\$667
Bingen	712	\$324
Goldendale	3,407	\$1,551
White Salmon	2,224	\$1,012
TOTAL CITIES		\$14,669
PORTS		\$1,760 per port
Hood River		\$1,760
The Dalles		\$1,760
Klickitat		\$1,760
Skamania		\$1,760
Cascade Locks		\$1,760
TOTAL PORTS		\$8,800
TOTAL		\$45,530



Executive Director’s Report
Prepared for March 2016 Executive Committee Meeting

This report covers activities in February 2016 since the last full board meeting.

Business Assistance Division

- The Loan Board approved the following funding:

Table with 3 columns: Client, Amount, Purpose. Rows include Seckora Consulting, LLC (\$30,000 Working Capital) and Little Huckleberry Food Truck (\$20,000 Start-up of a food truck business).

- MCEDD closed loans with Baseline Brewing and A&R Market.
The Oregon Investment Board approved a \$258,000 loan to Beachwood Eatery, LLC dba 9th Street Sugar Bowl.
The House Transportation and Infrastructure Committee unanimously approved the bipartisan Public Buildings Reform and Savings Act of 2016 (H.R. 4487).
Staff for Senator Merkley has identified a potential account for the Oregon and Washington Investment Board appropriations.

Economic Development Administration, Regional Economic Development

- MCEDD received our annual planning grant invitation from the US EDA for the upcoming year.
On February 24, 2016 MCEDD was pleased to host all of the State Directors for the US Department of Agriculture from across the nation as well as DC staff.



USDA State Directors Visit

site visits. We featured MCEDD loan client Boda's, which catered the lunches. Finally, we were able to converse with Jenny Taylor from Insitu during our final stop. I extend my appreciation to Board Chair **Jan Brending** for joining us on the final stop and Board member **Robb Kimmes** who provided the space at Skyline Hospital. Finally, MCEDD staff provided on the ground support to ensure the day ran smoothly

- The **Dark Sky Campaign** application was approved for a Google community grant award. The program seeks to both preserve our rural dark sky and increase energy efficiency by involving end users, lighting vendors/retailers, installers, and students through an educational program. The program involves two tracks: 1) Gorge NightSky Educational Units, geared primarily towards 4th and 5th grade students. It will include a field trip scholarship to the Goldendale Observatory for classrooms in the North Wasco County School District. 2) A workshop at the Columbia Gorge Discovery Center involving various stakeholders to provide education on lighting efficiency and dark sky initiatives.
- David Porter, **US Economic Development Administration** representative, visited the region on February 29, 2016. He was originally invited by Scott Anderson to follow up on technical assistance discussion and a Stevenson economic development plan. That visit was followed by a tour of EDA investments at the Port of Skamania and Columbia Gorge Regional Airport. Board member **Nick Hogan** joined the tour at the Port of Skamania Riverpoint building which included a visit to Silver Star Industries and LDB Beverage (also a MCEDD loan client).
- The second **Connect Mid-Columbia** meeting was hosted on March 10, 2016 with approximately 25 participants. The meeting included a review of the modifications to the strategy, an inventory of transportation projects, discussion on state and federal transportation funding and a straw poll to identify the top ten (non-ranked) transportation priorities. These advised the CEDS draft priorities and we will discuss further at the board meeting.
- We received notification from Washington State University that their 2016 legislative budget request to include a **Klickitat-Skamania** Small Business Development Center advisor was not approved. We do not anticipate them to take it up again next year as WSU's legislative requests are already committed to other university needs. There is perhaps a future option past 2017. MCEDD strongly supported WSU's request, as the lack of dedicated services to these two counties is a constraint to entrepreneurship and business development. The MCEDD Board should discuss any strategy we would like to pursue in response to this news.
- I participated in a site visit with Nancy Straw from the **Ford Family Foundation** with Gorge Owned. Discussion included opportunities for enhancing investment in our region, options related to our revolving loan funds and the critical support of the SBDC network.
- The Columbia Gorge STEM Hub grant application to the Oregon Department of Education was funded through the Regional Achievement Collaborative.



EDA Site Visit

Project Management

- **Columbia Gorge Bi-State Renewable Energy Zone:** We are working through finalizing our contract amendments with David Van't Hof and participating funding partners.
- The **Columbia Gorge Arts and Culture Alliance** is preparing for the updated 2016 map and will include distribution in the Portland metro market.

- Staff has had an uptick in business contacts seeking assistance in identifying locations to relocate and grow their businesses. These leads have been shared with appropriate partners in the region.
- I met with a representative from Fresh Starts to discuss a potential USDA Rural Business Development Grant application. The deadline is approaching for both Oregon and Washington and we would like to see some resource requests from the MCEDD region.

Operations

- Training: In February, I attended the CIS conference, gathering information on changes in our benefits and impacts to our budget. Sherry Wickert attended the SDAO conference, gathering information that will update our employment practices. Carrie Pipinich and Mark Heystek attended the CEDS training hosted by the Oregon Economic Development District network.
- Facilities: Our roof has been patched by Brown's Roofing. We received three proposals for removing the sink in our bathroom and installing one which is ADA compliant. The least cost bid is Ridgeline Plumbing.
- Steve Lawrence stepped down from the MCEDD Board with a recent appointment to another board. Sue Knapp, City Councilor with the City of Maupin, has submitted an application to fill the vacant position.
- Auditor solicitation: We have received two responses thus far. The RFQ is listed on our website and letters have been sent out to known auditors in the area.
- All local dues are paid from all participating entities.



Executive Committee Report (March 2016)

The MCEDD Executive Committee generally meets monthly to address business of the District. During the months of February and March, the activities of the committee included the following:

- Recommended Anne Medenbach to serve as MCEDD region representative to the Pacific Northwest Manufacturing Partnership.
- Approved accepting an Oregon Specialty Crop Block Grant, if awarded, to support further growth of the Gorge Cidermasters.
- Discussed the status of HR 4487, which would have potential positive impacts to the administration on MCEDD's EDA-funded Revolving Loan Fund programs.
- Discussed broadband strategies and sustainable funding mechanisms. Identified priority activities moving forward to include:
 - Continue convening semi-annual Gorge Broadband Consortium meetings as a forum for ongoing conversation and continue conversations related to Connect America Fund investments.
 - Continue to be a resource related to improving community access. Support projects where funding is available to continue engagement.
 - Continue to host the Oregon Connections Telecommunications conference, as long as they are willing to return to the MCEDD region.
 - Continue to engage in County economic development activities driven by contracts with those entities, such as in Wasco County.
 - Maintain Gorgebroadband.org. Hosting is provided by in-kind sponsorship through Gorge.Net.
 - Host Webworks Anywhere! Forums *only if* grant funding or adequate sponsorship is available to support the forums.
- Recommended a level for local dues for FY17 and discussion potential revisions in FY18.
- Recommended budget committee candidates for consideration of appointment by the MCEDD Board of Directors.



To: MCEDD Board
Date: March 3, 2016
From: Carrie Pipinich, Project Manager
Re: Project Management Report

Broadband

- **Columbia Gorge Broadband Consortium Regional Meeting:** Staff convened two regional meetings over the last year. With input from key stakeholders to determine dates, staff have scheduled the next regional meeting for April 14, 2015. The meeting will likely take place in The Dalles again, as it is a central location.
- **Community Broadband Access:** Staff continues to work with Q-Life, SWA, and the Wasco County EDC to support finalizing funding sources and moving the Maupin Fiber Project forward. Staff is also working with partners around continued engagement with CenturyLink related to Connect America Funds to be invested in the region. Additionally, staff was able to convene interested parties in Klickitat County for a Broadband Workgroup meeting that focused on CAF investment, and opportunities to leverage current County investment and private infrastructure to efficiently improve access. This group is interested in continuing to meet to discuss progress and opportunities.

Wasco County Economic Development Commission:

MCEDD provides project management support for the Wasco County Economic Development Commission supported by Wasco County.

- **EDC Quarterly Meeting:** The EDC met March 3rd to discuss work plans for each of the committees listed below as well as their Open for Business Committee, Broadband Committee, and Mosier Committee. Each committee worked with staff to develop their work plan for the year, and the full EDC provided input at this meeting and approval for the direction we are headed for 2016. Additionally, the group heard from the Wamic Water & Sanitary Authority, the Wamic Rural Fire Department, and the South Wasco Alliance on their activities.
- **Wamic Water System Upgrades:** Wamic Water was awarded a \$20,000 planning grant from the Safe Drinking Water Revolving Loan Fund. Staff is supporting them as they begin implementation. On February 27th staff attended the Rural Community Assistance Corporation Board training provided to Wamic Water to discuss best practices, and identify opportunities for additional training. EDC Chair Silver was also able to meet with Wamic Water Secretary/Treasurer to provide quickbooks training to support additional capacity for fund management.
- **Dufur Community Projects:** Staff and the EDC's Dufur Committee members Mary Kramer and Kathy Ursprung are working with the community on several projects. The group was able to submit a Letter of Interest for SIPP funds to support a water system assessment which is needed to better understand system capacity with potential development in the community. The committee also reached out the Parks District regarding working with their staff to submit a grant for replacing the current restrooms in the RV Park, and will be moving forward with this assistance. The Port of The Dalles is also partnering to support hosting a downtown visioning conversation through the Dufur Chamber. This effort is timely given the investments that have been occurring in the community.

Fermentation Cluster:

- **Cider Events:** Staff is working closely with the NW Cider Association to host a meet and great focused on connecting orchardists with cidermakers on March 22nd at Kiyokawa Orchards in Parkdale from 4pm to 6pm. This gathering will include an expert panel to discuss the full process from purchasing trees to growing and selling the fruit to making cider. Additionally, staff met twice with the Cider Camp planning committee to begin the planning process for this year's event. The event this year will walk participants through the whole process to make cider from the orchard to the glass. The format will be changing to be a one day event that has a wider audience.
- **2016 Speciality Crop Block Grant Concept:** Staff submitted a concept proposal to Oregon Department of Agriculture for additional support for the Cider Society. This year's proposal focused further into education of cider consumers, continued industry association development, and further marketing efforts.
- **Columbia Gorge Wine Growers (CGWA):** Staff worked with CGWA to submit both USDA RBDG and Travel Oregon grants that were funded in 2015. A consultant has been identified to develop the wine region's marketing strategy, and the process will begin in April. In addition, CGWA staff and their designer have developed one of three off-season itineraries. You can view the winter itinerary here:
<http://columbiagorgewine.com/gorgewineadventures/>

Other Projects

- **Oregon Connections:** MCEDD continues to work with Business Oregon's Telecommunications Office as the local host of the Oregon Connections Conference. The 2016 conference will take place October 20th and 21st at the Hood River Inn. The theme for 2016 will focus on mobility. Visit the website at oregonconnections.info for more information.
- **Hood River Economic Development Working Group (EDG):** The EDG came together in February to prioritize projects to be submitted to the CEDS process, and staff presented these priorities to the Hood River County Board of Commissioners for their input and approval. The EDG also discussed input opportunities for the Oregon Governor's Transportation Visioning Forum. And lastly, the EDG group has also moved toward a structure that incorporates a rotating chair from the member organizations. The City of Hood River's City Manager Steve Wheeler has agreed to serve in this role for 2016.
- **CEDS Training:** Staff attended a CEDS training in Portland that covered the new EDA guidelines for developing a CEDS, including pieces on economic resiliency. Focus areas for discussion included the regional nature of the strategy, SMART goals, creativity in formats to present the information, and the importance of stakeholder engagement in the process.



To: MCEDD Board

From: Jacque Schei, Project Manager

Date: March 1, 2016

Re: Project Manager's Report

Community Development Block Grant (CDBG) Support

- **Wasco County/MCCFL:** Wasco County, on behalf of Mid-Columbia Center for Living (MCCFL), was awarded a CDBG grant (\$2,000,000) to support MCCFL in building an approximately 20,000 square foot Community Mental Health facility on land owned by MCCFL to serve the citizens of Wasco County and surrounding counties as needed. MCCFL will match the CDBG funding with reserves and a commercial loan for the difference of the cost of the new building. MCEDD has an agreement with the County to serve as the Grant Administrator for the grant. Jacque has been learning about federal and state requirements affecting the project in order to serve as a main contact to coordinate grant activities, ensure the County meets the conditions of the grant contract, monitor progress of the project, and ensure that contractors fulfill contractual obligations. The project is currently in the Environmental Review stage.
- **City of Antelope:** The City of Antelope was awarded a CDBG grant (\$1,025,515.79) to support an update of its deficient water system. The update will include constructing transmission mains, adding a water storage reservoir, and upsizing the water mains in the distribution network. MCEDD has an agreement with the City to serve as the Grant Administrator for the grant. Jacque has been learning about federal and state requirements affecting the project in order to serve as a main contact to coordinate grant activities, ensure the City meets the conditions of the grant contract, monitor progress of the project, and ensure that contractors fulfill contractual obligations. The project is in its early stages and the subcontract for the Environmental Review work was finalized the last week of February.



To: MCEDD Board

From: Jessica Metta

Date: March 2, 2016

Re: Project Manager's Report

Sherman County Economic Development

The following activities are the result of the Sherman County contract with MCEDD for economic development services.

- **Downtown Improvement Plans:** Jessica is meeting with each of the four cities to assist in moving their completed downtown improvement plans forward. She has researched issues such as façade improvement funds and park development grants on their behalf.
- **John Day River Territory:** Jessica is finalizing the contract with Travel Oregon for the grant MCEDD is receiving on behalf of the John Day River Territory (JDRT) to construct informational tourist kiosks in the JDRT region. She will also be helping pull together a marketing workshop with Travel Oregon focused on agritourism businesses and developing the committee budget requests for the next fiscal year. The state recently designated the Painted Hills Scenic Bikeway, which is a good opportunity for JDRT partners to promote bicycle tourism.
- **CEDS Projects:** Jessica will be working with the County and partners to assist in completion of Sherman County's projects submitted to MCEDD's CEDS list.

Gorge Technology Alliance

The following activities are the result of the GTA contract with MCEDD for project management services.

- **Business/ Organizational Support:**
 - **2016 Strategic Plan:** Jessica developed a 2016 Strategic Plan for the GTA's activities for the GTA Board to approve. A new focus this year will be on employee recruitment issues facing the tech businesses.
 - **Internship Development:** Jessica worked with Ann Harris of OSU Open Campus to host a Featured Event in February on internship development with representatives from PSU, OSU, WSU, CGCC, OIT and a Mechanical Engineering cooperative work placement program. Several GTA members that are seeking interns for the first time attended.
- **STEM Education Support:**
 - **STEM Career Day:** Jessica is working with partners to plan the GTA's third annual STEM Career Day. 880 seventh graders from around the MCEDD region will come to CGCC in The Dalles on April 29 to hear presentations about local careers in science, technology, engineering and math. Additional business presenters are needed if MCEDD Board members have suggestions.
 - **Wind Challenge:** Work is progressing on the April 30 Wind Challenge event at The Dalles Civic which Jessica is organizing with Jacque, Google and CGCC partners. Middle and high school teams are registering at windchallenge.org until Mar 18 to participate in this free and fun event. Volunteers are being recruited and

MCEDD Board members are welcome to let Jessica or Jacque know if you would like to help.

- **Robotics Team Sponsorship:** FIRST Tech Challenge teams from The Dalles and Hood River Valley High Schools won at the Oregon state tournament and are advancing to the West coast regionals in Oakland, CA. The teams are fundraising to cover their travel expenses and the GTA is making a contribution.
- **Scholarship Development:** Jessica is working with the GTA's scholarship committee to finalize review procedures before applications start rolling in near the April 1 deadline. This will be the first-ever college scholarship given by the GTA. MCEDD Board members that know of graduating seniors pursuing a degree in science, technology, engineering or math are asked to direct the students to crgta.org/scholarship.



To: MCEDD Board

Date: March 3, 2016

From: Michele Spatz, Project & Mobility Manager

Re: Project & Mobility Manager Report

Mobility Management

- **Skamania County WET Week-end Bus:** WSDOT has placed permanent no parking signs along the shoulder of SR14. This move enables law enforcement to ticket and tow vehicles in violation of the no parking zone. Skamania County Community Transit has requested WSDOT activate its Bingen Variable Message Sign (VMS) to warn westbound traffic that the Dog Mountain Trailhead parking lot is full and direct them to the Stevenson shuttle. There will be a Skamania County owned VMS on SR 14 eastbound just before entering Stevenson that will have a similar message. Shuttle service to relieve parking pressure and congestion and improve safety at the popular trail head is set to begin April 16, 2016 and run through June 12, 2016.
- **Gorge TransLink Alliance:** MCEDD's Mobility Manager facilitated a meeting of the Gorge TransLink Alliance in February. Participants discussed Connect Mid-Columbia including transit providers' thoughts on local, state or federal policy that creates barriers to regional transportation; the Oregon Governor's Transportation Vision Panel Forums scheduled for March 7 (The Dalles/Lower John Day ACT) and March 14th (Portland/Region 1 ACT) and the key transportation messages to be carried forward at those sessions.
- **The Dalles Transportation System Plan -** The Dalles Transportation System Plan (TSP) update now includes a Transit Development Plan that will assess the need for and feasibility of fixed route service in The Dalles. Kittleson & Associates are conducting the work. The City of The Dalles paid the match for the additional funding required to add the Transit Development Plan into the TSP scope of work.
- **Hood River County Transportation District.** Hood River County Transportation District hired its first bilingual driver. The District is also set to send out an RFP for a consultant to conduct its Hood River County Transportation Master Plan. The Plan will look at the efficiency and productivity of current routes and identify opportunities for public transit service along with assessing the feasibility of any proposed changes in service. The Transportation Master Plan was funded by a grant from ODOT.
- **The Gorge Transit Study.** The Mobility Manager participated in a review of the proposed transportation options for a short-term solution to relieving parking pressure and addressing safety issues at Multnomah Falls off of I-84. The group prioritized a hybrid approach which involves developing a parking lot at the Ainsworth Exit 35 and running a shuttle from the lot to Multnomah Falls. Once the parking area at the Falls are full, Variable Message Signs would direct potential visitors to the Ainsworth exit to park and ride the shuttle. This piece would be conducted in conjunction with a bus service to/from Portland's Gateway Transit Center to the Falls and back, with multiple runs per day.
- **Transportation Options Outreach.** The Mobility Manager partnered with Enterprise Van Pool to present a comprehensive transportation options outreach event for Insitu employees at their Bingen Point location on March 16th. The Mobility Manager also shared information, including service hours and schedules, of Gorge TransLink Alliance members at the February 11 meeting of the Skamania Klickitat Community Network.

ODOT Hood River Drive Less Connect Supplement

- The Mobility Manager participated in a meeting of the Mt Hood Transportation Alliance to review consultants' recommendations for Mt Hood Express (MHX) Service and Sustainable Operations as well as the Mt Hood Express Expansion Analysis Report. Extending service to Mt. Hood Meadows and Hood River through a connector bus system is one of the expansion proposals that received positive reviews by the participants and will be one of the recommendations put forward to the Clackamas County Board of Commissioners to consider. Mt. Hood Express is currently funded through a Federal Lands Access Program Grant and private partners. At the meeting, it was also recommended that Clackamas County continue its governance of the Mt Hood Express but consider moving it from its present location within Social Services to a newly created Transit Division under its Department of Transportation and Development.

Commute Options

- The Mobility Manager shared Commute Options Partner information on how to use the Drive Less Connect website and earn rewards for using non-single occupancy vehicle transportation to get to work to Columbia Gorge Community College at its March 4th staff meeting.

2016 – 2019 Coordinated Human Services Transportation Plan Updates

- Transportation surveys were distributed to over a dozen Human Services Agencies across the three counties to gather input from both staff and clients about their transportation needs. The survey period runs from March 7 – 18. Simultaneously, on board surveys were conducted for riders of Columbia Area Transit (Hood River County Transportation District), The LINK (MCCOG's Transportation Network, Wasco County) and Sherman County Community Transit.

Public Buildings Reform and Savings Act of 2016 (H.R. 4487)

- Recently, the House Transportation and Infrastructure Committee unanimously approved the bipartisan Public Buildings Reform and Savings Act of 2016 (H.R. 4487).
- The bill includes language that authorizes the U.S. Economic Development Administration (EDA) to release the federal government's interest in connection with a grant not less than seven years after final disbursement of the grant.
- Currently, grant recipients are required to comply with extensive federal reporting and audit requirements forever, even if those funds were first capitalized in the 1970s. This reform will end burdensome and costly reporting requirements placed on local grant recipients.



Local Impact:

- Mid-Columbia Economic Development District (MCEDD) operates revolving loan funds we operate for a five county region of Oregon and Washington to support entrepreneurs starting, growing and expanding businesses. These funds are available to businesses in Hood River, Wasco, and Sherman counties of Oregon and Klickitat and Skamania counties in Washington.
- The capital base to MCEDD for these funds originates from a number of sources, with our first funding secured in the 1980's through a grant from the US EDA.
- While these funds have successfully revolved countless times over the past 35+ years, they never have lost their federal tie. MCEDD expends a good deal of administrative resources with semi-annual reporting to EDA for these funds. Without those costs, they would be able to roll more into their principal base for lending, further increasing resources available for growing businesses in the region.

Status as of March 8, 2016: H.R. 4487 has also been referred to the House Financial Services Committee which will need to take action before the bill can come to the House floor for a vote.